



APPLICATION FOR REFUND OF PROVINCIAL FUEL TAX FOR PERSONS WITH DISABILITIES

under the *Motor Fuel Tax Act*

Program Information

- For help in completing this form, read our [Instruction Page](#). For more information about the program, read [Bulletin MFT 004, Fuel Tax Refund Program for Persons with Disabilities](#). Both are available on our website or by contacting the ministry.
- You may receive a refund of the provincial **motor fuel tax** on fuel you purchased in BC for use in **one vehicle** that you **own** or **one vehicle** that you **lease**.
- The maximum refund amount for each calendar year is **\$500 in tax**. The ministry cannot issue a refund of less than \$10.
- Allow approximately four weeks for your refund to be processed (eight weeks during the peak period of January 1 to March 31).
- **A claim will not be processed if your application is incomplete and/or original fuel receipts are not submitted.**

Questions?



If you need more information, call us toll-free at 1 877 388-4440.



Information is available on our website at gov.bc.ca/fueltaxrefund



Mail your completed claim to:

Ministry of Finance
Refunds Section
PO Box 9628 Stn Prov Govt
Victoria BC V8W 9N6

Freedom of Information and Protection of Privacy Act (FOIPPA)

The personal information on this form is collected for the purpose of administering the *Motor Fuel Tax Act* and under the authority of section 26(a) of the FOIPPA. Questions about the collection or use of this information can be directed to the Director, Policy, Rulings and Services, PO Box 9442 Stn Prov Govt, Victoria BC V8W 9V4 (telephone: toll-free at 1 877 388-4440).

Step 1 Registration Information

You must have a registration number to apply for a refund. If you do not have a registration number, complete the *Application for Registration for the Fuel Tax Refund Program for Persons with Disabilities (FIN 119)*. This form is available on the ministry website or by contacting the ministry.

Registration Number

Step 2 Claimant Information

Enter the name and address of the person registered for this program. If the claim is approved, a cheque will be mailed to this address.

LEGAL LAST NAME	LEGAL FIRST NAME	MIDDLE INITIAL (if applicable)
MAILING ADDRESS		
CITY	PROVINCE	POSTAL CODE
DAYTIME TELEPHONE NUMBER ()	EMAIL ADDRESS	

Step 3 Vehicle Information

You **MUST** provide your vehicle licence plate number:

Licence Plate Number

Check (✓) **YES** or **NO** for the following two questions:

1. Are you claiming a refund of fuel purchased for **only one vehicle**? YES NO
2. Do you **own** the vehicle? YES NO

If you answer **NO** to either question, **explain**:

Step 4 Fuel Purchase Information

Submit your **original** fuel receipts that show the date, type of fuel, number of litres and the seller's name and address. We do not accept pre-authorized or prepaid fuel receipts as these receipts do not show the number of litres or type of fuel purchased.

FUEL TYPE

Check (✓) **one** fuel type used in your vehicle.

Gasoline **Diesel** **Propane (Note: You cannot claim propane before April 1, 2013)**

FUEL PURCHASED

For each area below where you purchased fuel, enter the total litres of fuel purchased for each calendar year you are claiming.

Victoria Area	
Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal	
Year	Litres of Fuel Purchased
2017	litres
2016	litres
2015	litres
2014	litres
2013	litres

Vancouver Area	
Aldergrove, Anmore, Belcarra, Bowen Island, Burnaby, Coquitlam, Delta, Electoral Area "A", Langley, Lions Bay, Maple Ridge, New Westminister, North Vancouver, Pitt Meadows, Port Coquitlam, Port Moody, Richmond, Surrey, Township of Langley, Tsawwassen, Vancouver, West Vancouver, White Rock	
Year	Litres of Fuel Purchased
2017	litres
2016	litres
2015	litres
2014	litres
2013	litres

Other Areas of BC	
All areas not listed under Victoria and Vancouver	
Year	Litres of Fuel Purchased
2017	litres
2016	litres
2015	litres
2014	litres
2013	litres

Do you need your fuel receipts returned to you?

YES NO

Would you like your next refund application form mailed to you?

YES NO

You can also find this form at gov.bc.ca/fueltaxrefund

Step 5 Claimant Declaration

I declare that all information provided on this form, and on all attached documents, is true and correct to the best of my knowledge and belief. I acknowledge that any false information may result in a fine of up to \$10,000 and/or imprisonment for up to two years.

SIGNATURE

TYPE OR PRINT NAME

DATE SIGNED

YYYY/MM/DD

X

Thank you – after we receive your claim we will calculate the amount of your refund and notify you by mail.



INSTRUCTION PAGE

FOR COMPLETING YOUR *APPLICATION FOR REFUND OF PROVINCIAL FUEL TAX FOR PERSONS WITH DISABILITIES* FORM (FIN 472)

Complete this Action Information Only Calculate Mailing Information

Note: A claim will not be processed if your application is incomplete and/or original fuel receipts are not submitted.

Step 1 Registration Information

Enter your registration number in the box provided.

This is the number that was provided to you at the time you registered for the program.

Step 2 Claimant Information

Enter your **legal** last name, first name and middle initial (if you have one).

This is the same name that you used to register for the program and must match the name on your confirmation letter.

Enter your mailing address, city, province, postal code, daytime telephone number and email address (if you have one).

Step 3 Vehicle Information

Provide your vehicle licence plate number.

Check (✓) **YES** or **NO** to the two questions.

If you answered **NO** to either question, provide an explanation.

Step 4 Fuel Purchase Information (see the example on Page 4)

We must receive your refund application and receipts within four years of the date you paid the fuel tax. For example, if you paid the fuel tax on April 10, 2013, we must receive your refund application and receipts by April 10, 2017.

Any fuel receipts that are older than the four years or are dated earlier than your eligibility date do not qualify and will be deducted from your claim.

We recommend that you submit refund claims once a year.

You must submit original fuel receipts. Receipts provide proof of the amount of tax paid. We only accept cash register or pump receipts that show the date, type of fuel, number of litres, and the seller's name and address.

Note: We do not accept pre-authorized or prepaid fuel receipts as these receipts do not show the number of litres or type of fuel purchased.

In the **Fuel Type** section, check (✓) **one** type of fuel (gasoline, diesel or propane) that was purchased for use in your vehicle.

Note: You cannot claim a refund on propane purchased before April 1, 2013.

Step 4 Fuel Purchase Information (continued)

 In the **Fuel Purchased** section, for each area where you purchased fuel, enter the total litres of fuel purchased for that area in the **Litres of Fuel Purchased** column beside the applicable calendar year.



To calculate the total litres of fuel purchased for each area and calendar year:

- i) organize your original fuel receipts by area (Victoria, Vancouver, Other), then
- ii) organize those fuel receipts in date order, and
- iii) add up the number of litres of fuel purchased for each area for each calendar year.




After we receive your claim, we will calculate the amount of your refund and notify you by mail.

EXAMPLE – HOW TO COMPLETE STEP 4

A registrant in the program resides in Vancouver and owns a vehicle that uses gasoline. After organizing their original fuel receipts by area purchased in date order and adding up the litres of fuel shown on each fuel receipt, the registrant calculates that in 2015, they purchased 503.5 litres of gasoline at service stations located in Vancouver and Burnaby (Vancouver area) and 150.0 litres of gasoline at service stations in Abbotsford (Other areas of BC).

FUEL TYPE Check (✓) one fuel type used in your vehicle. <input checked="" type="checkbox"/> Gasoline <input type="checkbox"/> Diesel <input type="checkbox"/> Propane (Note: You cannot claim propane before April 1, 2013)																									
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Step 5 Claimant Declaration

 Review the claimant declaration and ensure you understand the consequences of supplying false information. Certify the declaration by including your signature, name and date.



We will require a Power of Attorney if someone is signing on your behalf.



Mail your completed application form **along with your original fuel receipts** to the address located at the top of the application form.